



## DENALI COMMISSION

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[www.denali.gov](http://www.denali.gov)

### Memorandum of Agreement

This Memorandum of Understanding (MOU) establishes a working relationship between the Denali Commission and the Alaska Humanities Forum.

In recognition of a mutual interest in identifying statewide goals and objectives, in closing the "Rural-Urban gap", in seeking effective collaboration among state, federal, tribal, non-profit and other organizations, and in sharing organizational capacity relating to planning, benchmarking and accountability tools, both parties agree to the following stipulations.

The Humanities Forums agrees to develop benchmarks that may be used by the Commission and others to assess progress toward mutually identified goals and objectives throughout Alaska. These benchmarks will be based on analysis of information collected from Alaskans throughout the State through interviews, surveys or other means acceptable to both parties and may include information collected from other sources as deemed appropriate by the Humanities Forum. At a minimum, performance measures established for the Denali Commission will be included in the benchmark information gathering process conducted by the Humanities Forum over the next twenty-four months.

The Commission agrees to provide up to \$500,000 over twenty-four months for expenses incurred by the Humanities Forum on behalf of the Commission. The Humanities Forum shall provide a quarterly budget to the Commission for approval by the Federal Co-chairman. Upon approval, the Commission will make an initial advance payment of \$75,000. Thereafter, the Humanities Forum will provide monthly progress reports that capture current and projected monthly funding needs and accomplishments.

The Commission agrees to pay for approved travel, lodging and expenses upon receipt of vouchers, and agrees to pay up to a five percent (5%) overhead allowance to the Humanities Forum for indirect costs. Additional direct costs that are mutually agreed to before incurring the cost will be considered on a case by case basis, and approved by the Federal Co-chairman of the Commission.

In recognition of these stipulations, the undersigned agree to collaborate effective the 30<sup>th</sup> day of January, 2002.

Ira Perman  
Executive Director  
Alaska Humanities Forum

Jeff Staser  
Federal Co-Chairman  
Denali Commission

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE DENALI COMMISSION  
AND  
ALASKA HUMANITIES FORUM  
FOR  
THE ALASKA 20/20 PROJECT  
PROJECT # A-2002-02**

**August 2002**

**1. Parties and Purpose**

This Memorandum of Agreement (MOA) establishes an Agreement between the Denali Commission (Commission) and the Alaska Humanities Forum (AHF), a statewide non-profit organization.

**2. Background**

The Commission is an independent agency established by the Denali Commission Act of 1998. In general, the Commission is authorized to provide needed infrastructure, training and economic development projects and programs in rural Alaska. AHF is a statewide non-profit organization that is managing a statewide visioning process named, Alaska 20/20. The Commission and AHF have agreed to partner in this statewide visioning process in order to achieve the similar goals of improving the efficiency of government and involving all citizens of Alaska, especially Rural Alaskans, in setting the vision, goals and benchmarks that government should be held accountable for accomplishing. AHF has identified a need of \$500,000 to accomplish the mutual goals of Alaska 20/20.

**3. Responsibilities**

The Commission shall provide funding of \$500,000 to AHF on a schedule of payments agreeable to both parties to carry out the attached detailed scope of work. AHF will manage these funds provided by the Commission to meet the deliverables, timelines and goals outlined in the attached scope of work.

**4. Period of Agreement, Amendment and Termination of Agreement**

This Agreement shall be effective as of the date of the last signature and will remain in effect for a twenty-four-month period. This Agreement may be amended in writing at any time by mutual consent of the Commission and AHF. If termination action is proposed, conditions concerning termination shall be established by mutual agreement. Any party may terminate this Agreement by providing 60 days-advanced written notice to the other party.

## 5. Other Provisions

Nothing herein is intended to conflict with current Commission or AHF directives. If the terms of this Agreement are inconsistent with existing directives of any of the agencies entering into this Agreement, then those portions of the Agreement that are determined to be inconsistent shall be invalid but the remaining terms and conditions shall remain in full force and effect.

Should disagreement arise on the interpretation of the provisions of this Agreement, or amendments and/or revisions thereto, that cannot be resolved at the operating level, the area(s) of disagreement shall be stated in writing by each party and presented to the other party for consideration. If agreement on interpretation is not reached within thirty calendar days, the parties shall forward the written presentation of the disagreement to respective higher officials for appropriate resolution.

For financial transactions:  
Alaska Humanities Forum  
Northrim Bank  
Routing# 125200934  
Account# 0107057085  
Tax ID# 92-0042123

### Reporting:

- Quarterly project reporting shall include both a narrative and financial summary. The narrative summary shall include a summary of the project status and accomplishments to date, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems. The project financial status report shall show the following:
  - The total project budget
  - The percentage of expenditures to the total budget
  - The number of responses received from rural communities to date
  - The number of community and organizational meetings completed in rural communities to date
  - The total project expenditures as of the end of the most recent quarter
  - The total expenditure of Denali Commission funds for the project as of the end of the most recent quarter
- Form 269 – [www.whitehouse.gov/OMB/grants/index.html#forms](http://www.whitehouse.gov/OMB/grants/index.html#forms)) shall be submitted to the Commission Project Officer within 90 days after the end of the Agreement Performance Period.

- Photographic documentation that is representative of the project goals will be provided to the Commission (example: pictures of meetings in rural Alaska). Photos shall be provided as photo quality, 3x5 prints with a negative for each picture, and/or print quality electronic photos (digital images). A short description of the activity and names of those in the photos shall also be provided.


## 6. Points of Contact

For general information relating to the Agreement, contact:


Commission Point of Contact	AHF Point of Contact
Krag Johnsen Program Manager Denali Commission 510 L Street, Suite 410 Anchorage, Alaska 99501  Ph: 907-271-1413 Fax: 907-271-1415 Email: kjohnsen@denali.gov	Skye Rubadeau Alaska 20/20 Program Manager Alaska Humanities Forum 421 West First Avenue, Suite 300 Anchorage, AK 99501  Ph: 907- 272-5316 Fax: 907-272-3979 Email: skye.rubadeau@akhf.org

IN THE WITNESS WHEREOF, the parties have subscribed their names,

8/13/02  
Date

  
\_\_\_\_\_  
Ira Perman  
Executive Director  
Alaska Humanities Forum

8/14/02  
Date

  
\_\_\_\_\_  
Jeff Staser  
Federal Co-Chair  
Denali Commission